

# SIKKIM

## GOVERNMENT GAZETTE



EXTRAORDINARY  
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GOVERNMENT OF SIKKIM  
HEALTH CARE, HUMAN SERVICES & FAMILY WELFARE DEPARTMENT

No: 61 (d)/HC, HS & FW

Dated: 07.05.2014

### NOTIFICATION

1. In pursuance of the guidelines of the Ministry of Health and Family Welfare, Government of India, the State Government is hereby pleased to constitute the "District Quality Assurance Unit" to redress, dispose and disburse for implementation of Quality assurance programme as per procedure and time frame laid down in the manual constituting of the following members ,namely:-

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|----|--|---|
| 1. | District Reproductive Child Health Officer | Head of District<br>Quality Assurance Unit; |
| 2. | Gynaecologist                              | Member;                                     |
| 3. | Medical Specialist                         | Member;                                     |
| 4. | Surgeon                                    | Member;                                     |
| 5. | District Consultant (Quality Assurance).   | Member;                                     |
| 6. | District Consultant (Public Health).       | Member;                                     |
| 7. | District Consultant (Quality Monitoring)   | Member;                                     |
| 8. | Administrative cum Programme Assistant.    | Member.                                     |

The District Quality Assurance Unit shall be headed by the Member Secretary District Quality Assurance Committee, who along with the district programme officers provide the support to the District Quality Assurance Committee for implementation of Quality Assurance activities in the district. All the positions of this unit should preferably be regular staff from the government. However, in case of non- availability of the regular cadre staff, posts at sl. no 5 to 8 can be hired under National Health Mission till the regular cadre become available.

### 2. Terms of Reference:

The terms of reference for the District Quality Assurance unit shall remain the same as of Quality Assurance Committee, since it is the working arm of District Quality Assurance Committee. However, some of the important activities of the District Quality Assurance Unit are listed below:

- (1) Ensure roll out of standard protocols for Reproductive Maternal Neo Natal Child Health -Adolescent services (as well as for Disease Control Programme implementation).
- (2) Develop a plan for the Quality Assurance at each level of health institution in a phased manner.
- (3) Disseminating the quality assurance guidelines and tools and methodology to be followed at district and sub district level.
- (4) Develop a field travel plan for independent and joint (with State teams) visits to the health facilities in the districts by members of the District Quality Assurance Unit.
- (5) Following these visits, prepare the draft report and recommendations.
- (6) Mentor the facility in-charges at the districts for implementing quality improvement measures at the facilities.
- (7) Compile and collate monthly data received from facilities on outcome level indicators, especially those related to cases of adverse outcomes/complications in maternal, neonatal and child health; maternal, infant and child deaths (all cases), disease control programmes and share it with the District Quality Assurance Committee members and discuss with District Quality Assurance Committee meeting.
- (8) Send the regular reports on sterilisation related indicators (deaths, complications, failures) to the State after ratification of the same by the Chairperson of the District Quality Assurance Committee.
- (9) Review the implementation of the National Family Planning Indemnity Scheme/ payment of compensation in the district, based on reports received from the facilities as well as from the visits undertaken by the District Quality Assurance Unit members.
- (10) Terms of References for the contractual position at District Quality Assurance Unit are given at Annexure 'C' may pursue at operational guidelines issued by Ministry of Health and family Welfare, Government of India.

**By order and in the name of the Governor.**

**DR. K. BHANDARI, DM**  
**DIRECTOR GENERAL-CUM-SECRETARY TO THE GOVERNMENT OF SIKKIM**  
**HEALTH CARE, HUMAN SERVICES & FAMILY WELFARE DEPARTMENT**